GENERAL SERVICES ADMINISTRATION
Federal Supply Service

Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage™, a menu-driven database system. The INTERNET address for GSA Advantage™ is: http://www.GSAAdvantage.gov.

Multiple Award Schedule – MAS
Professional Services
Language Services
FSC/PSC: 3610

Access Interpreting, Inc.
200 Lawyers Road, #1993
Vienna, VA 22180
Telephone: 571-730-4330
Facsimile: 571-730-4331
www.ainterpreting.com

Contract Number: GS-10F-0372X

Contract period: July 13, 2011 through July 12, 2021

Pricelist current through PS-A812 effective February 7, 2020

Mr. Brad Leon
Tel: (571) 730-4330  Fax: (571) 730-4331
Email: contracts@ainterpreting.com

Business size: Small Business

For more information on ordering from Federal Supply Schedule click on the FSS Schedules button at fss.gsa.gov
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CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s):

SIN 541930  Translation and Interpretation Services
SIN OLM       Order Level Materials

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply: See item 6 below

1c. Description of all commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services. Please see the attached labor category descriptions on pages 7.

2. Maximum Order: SINs 541930 - $350,000.00 / OLM - $250,000.00

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): Domestic only

5. Point(s) of production (city, county, and state or foreign country): Same as company address


7. Quantity discounts: Bulk order requests of 2,000 hours or more per year will be given a flat 10.0% discount

8. Prompt payment terms: Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9a. Government purchase cards are accepted up to the micro-purchase threshold.

9b. Government purchase cards are accepted above the micro-purchase threshold.

10. Foreign items (list items by country of origin): None

11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may
use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to affect a faster delivery: Contact Contractor

12. F.O.B Points(s): Destination

13a. Ordering Address(es): 
   ATTN: GSA Orders Processing
   Access Interpreting Inc.
   200 Lawyers Road, #1993
   Vienna, VA 22180
   Telephone: 571-730-4330
   contracts@aainterpreting.com

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address(es): Same as company address
   ATTN: Accounts Payable (GSA)
   Access Interpreting Inc.
   200 Lawyers Road, #1993
   Vienna, VA 22180
   Telephone: 571-730-4330

15. Warranty provision.: None

16. Export Packing Charges (if applicable): N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Contact Contractor

18. Terms and conditions of rental, maintenance, and repair (if applicable): N/A

19. Terms and conditions of installation (if applicable): N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A
20a. Terms and conditions for any other services (if applicable): N/A

21. List of service and distribution points (if applicable): N/A

22. List of participating dealers (if applicable): N/A

23. Preventive maintenance (if applicable): N/A

24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor’s website or other location.) The EIT standards can be found at: www.Section508.gov/

25. Data Universal Numbering System (DUNS) number: 809104529

26. Access Interpreting is currently registered in the System for Award Management (SAM.gov) database.
## Access Interpreting GSA Pricing

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Terms</th>
<th>Hourly Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>Core Sign Language Interpreter D/HH</td>
<td>Regular Hours – Sign Language, no clearance, domestic, consecutive hours</td>
<td>$90.00</td>
</tr>
<tr>
<td>Core Sign Language Interpreter D/HH</td>
<td>After Hours</td>
<td>$100.00</td>
</tr>
<tr>
<td>Sign Language</td>
<td>Short Notice</td>
<td>$157.50</td>
</tr>
<tr>
<td>Real time captioning</td>
<td>One on One/Indiv/Regular</td>
<td>$210.00</td>
</tr>
<tr>
<td>Real time captioning</td>
<td>One on One/Indiv/Regular-Short Notice</td>
<td>$260.00</td>
</tr>
<tr>
<td>Real time captioning</td>
<td>Overhead/Projection/Big Screen</td>
<td>$235.00</td>
</tr>
<tr>
<td>Real time captioning</td>
<td>Overhead/Projection/Big Screen-Short Notice</td>
<td>$285.00</td>
</tr>
<tr>
<td>Real time captioning</td>
<td>Transcripts (electronic or hard copy)</td>
<td>$3.00</td>
</tr>
<tr>
<td>Remote-Real time captioning</td>
<td>Internet Captioning</td>
<td>$125.00</td>
</tr>
<tr>
<td>Remote-Real time captioning</td>
<td>Internet Captioning-Short Notice</td>
<td>$175.00</td>
</tr>
<tr>
<td>Access Video Interpreting App</td>
<td>Prescheduled - 30 Minute min, per minute</td>
<td>$2.70</td>
</tr>
<tr>
<td>Access Video Interpreting App</td>
<td>On Demand 10 Minute min, per minute</td>
<td>$3.00</td>
</tr>
</tbody>
</table>

### NOTES:
1 - All Federal holiday assignments will be billed at two (2) times the specified rate.
2 - There is a sixty (60) dollar per hour per interpreter surcharge for the use of cleared interpreters.
3 - There is a ten (10) dollar per hour per interpreter surcharge for the use of specialized interpreters.
4 - Travel fees may be assessed for assignments which occur at remote locations per the Federal Travel Regulations.
5 - Client will be billed in full for any assignment that is not cancelled more than twenty-seven (27) full business hours from the start of the assignment, regardless of the reason.
6 - Although occasionally an estimate will be given with respect to a specific assignment, an estimate is not a guarantee or a limit on fees and costs.
7 - Client will be charged a minimum of two (2) hours for each assigned service provider.
8 - Assignments are billable in half (1/2) hour increments.
9 - Assignments lasting longer than one and a half (1.5) hours will require two (2) service provider, unless Access has agreed in writing to a waiver due to the nature of a particular assignment.
The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).

**Labor Category Descriptions**

<table>
<thead>
<tr>
<th>SCA Eligible Contract Labor Category</th>
<th>SCA Equivalent Code - Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sign Language Interpreter</td>
<td>30110 – Foreign Language Translator</td>
<td>1987-0989</td>
</tr>
<tr>
<td>Sign Language Interpreter</td>
<td>30130-Interpreter Sign Language</td>
<td>1988-0742</td>
</tr>
</tbody>
</table>

**Sign Language Interpreter**

*Functional Responsibility:*
Must possess advanced, accurate voicing skills to mediate both culturally and linguistically from spoken English to American Sign Language (ASL) and from ASL to spoken English in an equivalent manner. Must be familiar with the terminology and provisions of the American Disabilities Act (ADA).

*Minimum/General Experience:*
Three (3) years professional interpreting experience.

*And/or Minimum Education:*
Associates of Arts (AA) or higher degree in interpreting or an equivalent degree

*And/or one of the following certifications:*
- NIC (National Interpreting Certificate)
  *(Note: NIC is a combination of the RID (Registry of Interpreters for the Deaf) Certification of a Comprehensive Skills Certificate (CSC) and NAD (National Association of the Deaf) Interpreter Certification Proficiency Assessment Process)*
- Certificate of Interpretation (CI) and a Certificate of Transliteration (CT)

**Specialized Sign Language Interpreter**

*Functional Responsibility:*
Must possess advanced, accurate voicing skills to mediate both culturally and linguistically from spoken English to American Sign Language (ASL) and from ASL to spoken English in an equivalent manner. Shall possess advanced, platform-level voice-to-sign and sign-to-voice interpretation skills. Must be able to interpret legal, medical, and technical conversations (i.e., information technology, business, finance, securities, and other related fields) for individuals and in group, hospital, and/or lecture settings. Must be
familiar with the terminology and provisions of the American Disabilities Act (ADA).

**Minimum/General Experience:**
Five (5) years professional interpreting experience.

And **Minimum Education:**
Associates of Arts (AA) or higher degree in interpreting or an equivalent degree

And/or one of the following certifications:
- NIC (National Interpreting Certificate) Advanced or Master
  *(Note: NIC is a combination of the RID (Registry of Interpreters for the Deaf) Certification of a Comprehensive Skills Certificate (CSC) and NAD (National Association of the Deaf) Interpreter Certification Proficiency Assessment Process)*

**Mandatory Requirement:**
All interpreters must pass AI's internal screening process

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**Cleared Sign Language Interpreter**

**Functional Responsibility:**
Must possess advanced, accurate voicing skills to mediate both culturally and linguistically from spoken English to American Sign Language (ASL) and from ASL to spoken English in an equivalent manner. Must be familiar with the terminology and provisions of the American Disabilities Act (ADA).

**Minimum/General Experience:**
Three (3) years professional interpreting experience.

And/or **Minimum Education:**
Associates of Arts (AA) or higher degree in interpreting or an equivalent degree

And/or one of the following certifications:
- NIC (National Interpreting Certificate)
  *(Note: NIC is a combination of the RID (Registry of Interpreters for the Deaf) Certification of a Comprehensive Skills Certificate (CSC) and NAD (National Association of the Deaf) Interpreter Certification Proficiency Assessment Process)*

**Mandatory Requirement:**
All interpreters must pass AI's internal screening process
Access Interpreting, Inc.
Description of Services

Access Interpreting, Inc. (AI), a small business founded by three owners who are active in the Deaf and Hard-of-Hearing (D/HH) community, provides a full-suite of sign language interpreting and CART services, using innovative onsite and remote technologies. This includes Video Remote Interpreting (VRI) and Remote CART. We also provide Conference Coordination, AI Studio, and Deaf Culture Seminars. All of our services are developed solely for the D/HH community.

Sign Language Interpreting Services

AI provides sign language interpreting services, which include: general, specialized/technical, Deaf interpreting, emergency interpreting, and VRI services. We accommodate the following sign languages and communication modes: American Sign Language (ASL), Manually Coded English, Pidgin Signed English, international sign languages, and gestures. We also provide language facilitation services through Deaf interpreters, including tactile and/or close-vision interpretation for the Deaf-Blind and conference platform relay interpretation for large groups.

Computer Aided Realtime Transcription (CART) Services

CART allows those who are D/HH to read, in real time, the information being shared by speakers. The spoken word is transcribed into readable text by a reporter using a stenotype machine with real time software and a laptop. The text can be viewed on a laptop, projection screen, or television monitor.

CART accommodates D/HH individuals who prefer to participate in meetings, training, and conferences by viewing information in written English. AI's CART services are provided by certified real time reporters who use a stenotype machine to enter combinations of phonetics to speed-write dialogue in real time. Depending on the requested meeting environment, with the appropriate audio and visual equipment in place, those services can be provided on-site or remotely.

Other Related Services

Conference Coordination Services - AI can coordinate and manage all details of communication accommodations for D/HH participants of conferences or large events. We work directly with the event organizers, whether client staff or a third party vendor, to determine budget options and available equipment; with the event participants to identify volume of service being requested; and with interpreters and CART writers to confirm the necessary qualifications to accommodate the expectations of the organizers and the participants.

Our coordination service is customized for each event in identifying expectations associated with the management of this process, from developing a budget, through the execution of specific services, to the post-conference settlement of costs with contributing vendors.

AI Studios - Signed VideoCasts are rapidly becoming the preferred way of communicating messages among Deaf people who communicate through sign language.
AI Studios offers translation and media services - English-based scripts are translated into American Sign Language (ASL) and then filmed for the purpose of public dissemination. We have an in-house studio available to film, edit, and produce a professional web-ready video for our clients.

*Deaf Culture Seminars* - AI's customizable seminars on Deaf culture are designed to help both hearing and Deaf participants understand the differences between communication methodologies and cultural perspectives, and how these differences can impact the professional work environments. Seminar participants are taken through specific workplace examples to illustrate the points brought up in the presentation and are given guidance on how to communicate more effectively in the workplace to avoid grievous misunderstandings.